

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** August 2, 2016  
**SUBJECT:** Officers & Signing Authority

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## **BACKGROUND**

This report is to update the naming of Officers for the Corporation of the Town of Fort Frances being the duly elected mayor and Council and the Signing Officers authorized to conduct financial transactions on behalf of the Corporation.

The update to reflect the current Officers of the Corporation as follows: Mayor Roy Avis and Councillors John Albanese, Wendy Brunetta, June Caul, Douglas Kitowski, Ken Perry and Paul Ryan.

The signing officers authorized to conduct financial transactions on behalf of the Corporation are any two of the following: Mayor, CAO, Treasurer and Clerk and the update will reflect Doug Brown as the newly appointed CAO and the Treasurer's name change from Laurie Witherspoon, as appointed in By-Law No 08/06, to Laurie Lindberg.

## **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the updated list of Officers of the Corporation of the Town of Fort Frances and those signing authorized to conduct financial transactions on behalf of the Corporation. Further that By-Law No. 08/06 be amended to reflect the Treasurer's name change.

Council Approval of This Report Will authorize the following:

1. By-Law No. 08/06 1. 1) be amended to reflect name change to L. Lindberg - Treasurer
2. That the Officers of the Corporation of the Town of Fort Frances are:
  - i) Mayor Roy Avis
  - ii) Councillors John Albanese  
Wendy Brunetta  
June Caul  
Douglas Kitowski  
Ken Perry  
Paul Ryan
3. And that the Signing Officers authorized to conduct financial transactions on behalf of the Corporation of the Town of Fort Frances are any two of the following listed:
  - i) Mayor Roy Avis
  - ii) CAO Doug Brown
  - iii) Treasurer Laurie Lindberg
  - iv) Clerk Elizabeth Slomke